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WILLIAM J. MELIET P.E.
21 Boeuf Court
Kenner, LA 70065

April 07, 2021

Louisiana Ethics Administration Program
Post Office Box 4368
Baton Rouge, LA 70821

ATTN: Ms. Kathleen M. Allen

RE: REQUEST FOR AN ADVISORY OPINION
W. J. MELIET – WORK ON PORT OF N.O. PROJECT

Dear Ms. Allen:

This is to request an advisory opinion for me to work as a deputy project manager for Kostmayer Construction L.C.C. (KC). KC has submitted its qualifications as a Construction Management at Risk (CMAR) Contractor for an upcoming Port of New Orleans project.

I am a civil engineer P.E., retired, after 31 years, from The Board of Commissioners of the Port of New Orleans as of June 2020.

I was a member of the Port's Facility and Planning Division as Manager of Construction Services, providing construction management and quality assurance for capital improvement projects.

My major job duties and responsibilities included the following:

- Oversaw Port contractors performing Port Improvement Projects to ensure contractor compliance with contract requirements.
- Projects were managed either solely by Port staff or by Port managed consultants.
- Established and enforced start and completion dates for construction projects.
- Conducted pre-construction conferences.
- Attended monthly construction progress meetings.
- Periodically visited construction sites.
- Monitored and tracked construction progress.
- Oversaw processing of contractor progress and final payments.
- Attended substantial completion inspections.

- Oversaw final acceptance of the work and final documentation from the contractor for contract closure.
(See attached Port Staff organizational chart – prior to my retirement)

The Port Project description regarding my request:

Construction Management at Risk (CMAR) for Jourdan Road Terminal Wharf – Substructure Repairs

“CMAR project delivery method is a collaboration between the design engineer team allowing identification and resolution of constructability concerns, minimization of the risk of construction and design disputes and facilitates completion of the project within the established budget and an agreed upon guaranteed maximum price (GMP).” Quote from Port’s Request For Qualifications for the project.

The Port Project schedule is as follows:

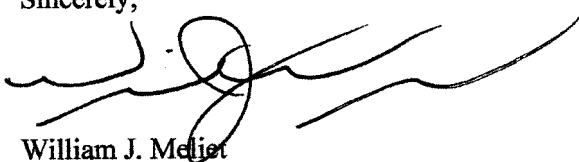
- Statement of Qualifications due March 30, 2021
- Notification of Interview April 09, 2021
- Interview Date April 18, 2021
- Agreement Award May 2021
- Pre-Construction Services execution May/June 2021

I would be employed as a Deputy Project Manager by KC should an affirmative opinion be received from your agency and our team is selected for the project.

I have managed facility repairs and modification projects on the Jourdan Road Terminal Wharf during my career at the Port, however I was not a part of the formulation of the CMAR project cited above prior to my retirement.

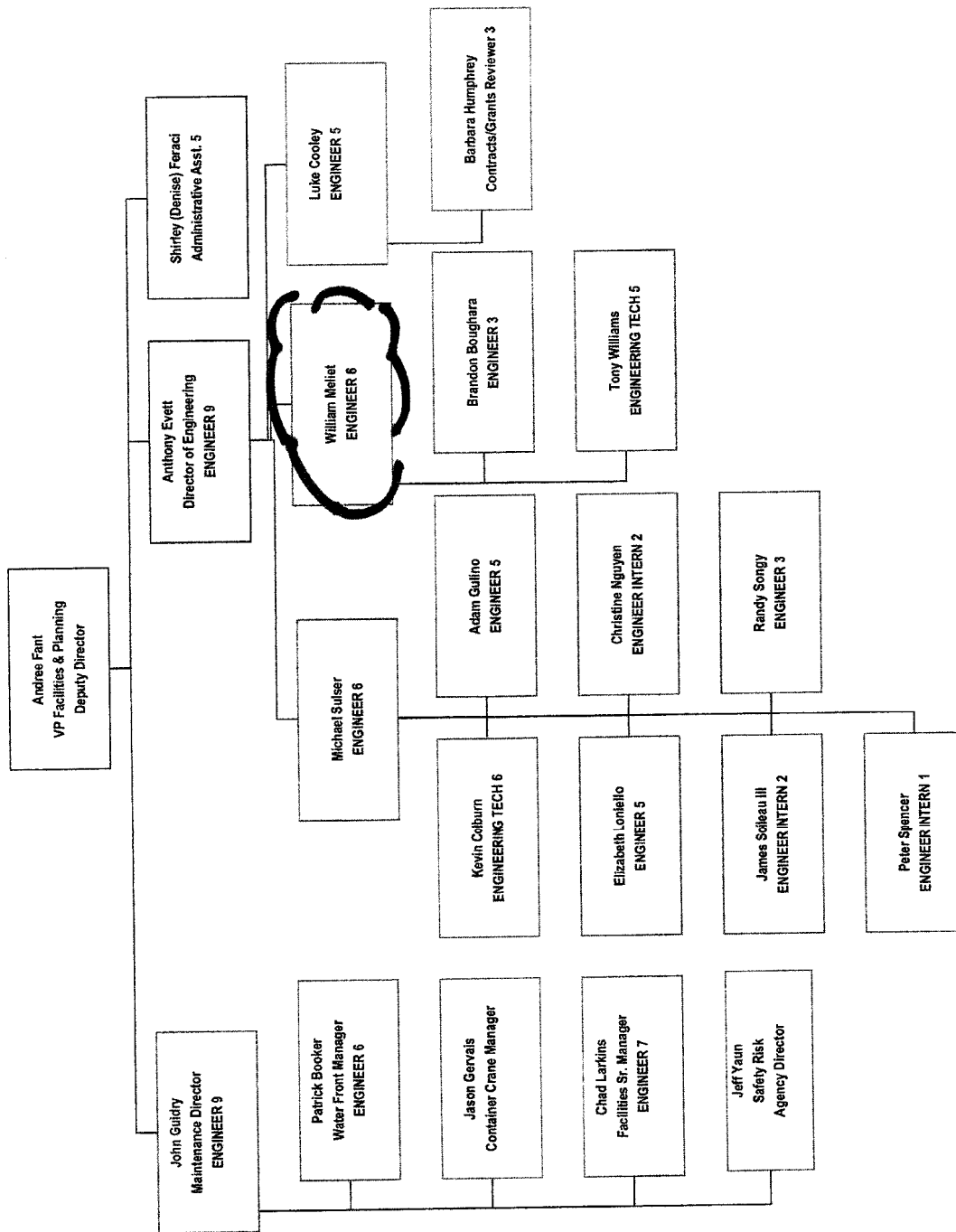
Please advise if you require any further information for your opinion to be rendered on this matter.

Sincerely,



William J. Meliet
melietj@icloud.com
(504) 957-5102

Attachment: Port Org Chart



Kathleen Allen

From: Jay Meliet <melietj@icloud.com>
Sent: Wednesday, April 7, 2021 12:49 PM
To: Kathleen Allen
Cc: William Meliet
Subject: scaneth.pdf
Attachments: scaneth.pdf

EXTERNAL EMAIL: Please do not click on links or attachments unless you know the content is safe.

<file:///E:/HPSCANS/scaneth.pdf>

Sent from Mail for Windows 10

Ms. Kathleen:

Here is my request letter for an advisory opinion from your agency.

Please let me know if you require any further information.

Thank You

William Meliet
504-957-5102